



TOWN OF CHARLTON
Minutes of March 25, 2019
Water/Sewer Commission

Submitted by _____

Date _____

Received by _____

Date _____

Present: Paul Gagner, Rob Lemansky, Russ Jennings, Peter Boria, Sue Guerin
Absent - Alex Mackenzie, Jennifer Vaughan

I. Call to Order

Mr. Gagner called the meeting to order at 6:35pm

II. Commissioner's Public Forum

III. Consent Agenda/Warrant/Abatements Approvals as Needed

Mr. Jennings motioned to approve the minutes from March 11, 2019 as printed. Seconded by Mr. Lemansky. Motion passes unanimously.

Mr. Jennings motioned to approve the warrants as printed in the amount of \$6,333.76 Seconded by Mr. Lemansky. Motion passes unanimously.

IV. Scheduled Appointments

6:40pm John Oatley and Zach Donahue of Veolia

Mr. Donahue reviewed the February MOR. The monthly safety training focused on fire prevention & response as well as fire extinguisher use. There weren't any NPDES exceedances during the month of February. Operations and maintenance – The weekly and monthly maintenance check list was completed. Weekly generator full load exercise completed, on 3/14/19 during the weekly full load exercise, one of the main breakers tripped when the transfer switch tried to switch back to utility power. This led to the failure of at least one of the older VFD's in the facility. RBC's 1 & 2 are still in the process of seeding. Growth is forming on the media and is showing signs of ammonia removal. On 2/3/19 we received a high level alarm from the North Main St pump station caused by a level sensor failure. On 2/12/19 a new level sensor was installed by Lafleur Electric. On 3/11/2019, during pump station inspections, damaged piping was found inside the wet well of the N. Sturbridge Rd pump station. On 3/25/19 Helgerson pumped out the wet well so they could see the damage to the piping, the "pump off" float failed later that evening resulting in a high wet well level. Due to damaged piping at the N. Sturbridge Rd pump station, only one of the two pumps is working. Attached was a copy of a detailed scope of work needed at the station and are still working on getting prices. One of the clarifiers for the Comag process had failed. The motor, gearbox, and VFD all needed to be replaced. It was also discovered at an inspection that there was a substantial amount of damage to the bottom of the drive unit. This will need to be repaired before the equipment is operational again. We are hoping to have an answer for you next meeting, and let you know what was found and what the solution is. There were 4 grinder pump calls and 13 dig safes.

The vacant operator position has been filled as of March 19th and are back to full staff.

Mr. Oatley was present to discuss the alkalinity control upgrade recommended in the Headworks Analysis by Tighe and Bond. As discussed at the last meeting the alkalinity is being added by hand (while the plant is staffed) by adding 200lbs in 4 intervals throughout the day. Options were presented: the first was a bulk silo metering it in overtime with an estimated cost of 1 million. 2nd was a dry feeding system, bulk bag system estimated at \$648,000. The first 2 options are using the existing chemical. 3rd was a liquid chemical feed estimated cost of \$360,000. This would be a complete new system, giving us SCADA control for alkalinity. 4th is reusing some of the existing equipment which would bring us to an estimated cost of \$300,000. Every option would require DEP approval. Veolia's responsibility could be the design build contractor, getting a guaranteed price, and is delivered quicker. This is the next big requirement according to the Tighe and Bond Analysis. Mr. Oatley wants to put the plant in the best situation work with both current and future loadings. He expressed that the way we are adding bags manually is a safety issue exposing the operators to hazards.

Mr. Boria asked that if the commission is interested in doing this upgrade he suggest going to the town meeting in May to transfer the money to fund the project, allowing work to begin over the summer. At the STM in October a Sewer Stabilization account was created and 1.24 million was transferred into it and there is 500k in retained earnings. At the Town Meeting we transferred 107k from retained earnings for the RBC repair and so far have spent just under 6k. They still need covers, which Mr. Boria reached out to the company who supplied the other 6 covers and the price was just over 12k each without installation. The remainder of the savings would go back into retained earnings. The RBC project went better than anticipated. Mr. Boria asked the commission if they wanted to vote to put it as an article for ATM and then decide on which option to proceed with at the next meeting.

Mr. Lemansky recommends bringing to the October Special Town meeting allowing us to get more information such as safety to help with planning and decision making.

V. New Business

17A Sunset Drive Annex

Kim Jarzinski present (Homeowner)

As in past discussions when this house was up for sale the realtor had called looking for a final read and it was discovered that it was connected to sewer. There isn't record of this connection at the office. And the Commissioners had asked to have the line inspected. There was no camera footage but in the agenda packet was a report from Slim's Sewer Service, who had completed the inspection for the previous owner. After reviewing the letter Mr. Jennings stated that is was exactly what he hoped to find and satisfies his request.

Charlton Optical – Site Plan Review

Charlton Optical is looking to put on an addition (copy of plans were part of the packet). They are currently connected to water and planning to connect to sewer with this project. There is a stub already identified. The Planning Board has given the plans for the W/S commission to review. If there are no comments or concerns Mr. Boria will let the planning board know and discuss the privilege fee (based on the additional square footage) with the owner if the plans are approved.

VI. Old Business

FY 20 Budget

Both Mr. Lemansky and Mr. Boria met with the Finance Committee on March 13th where Mr. Lemansky expressed his concerns regarding indirect costs. An immediate response was not given, but was stated that they would talk to Ms. Craver on how it was calculated in the past. Mr. Lemansky believes in years past the indirect costs was based on outstanding debt and doesn't feel the change is fair. Mr. Boria asked the commission if there was any other questions/discussion regarding the budget; otherwise he will wait to hear back from the Finance committee.

Exxon Mobile Settlement Money.

Attached was a breakdown of how the 8 million was disbursed. The 2.68 million is what was transferred to the general fund, from that there was 450k appropriated to do the existing work for the public safety complex. Recently Mr. Boria asked what the balance was in that account and was told it was 2.68 million. There was some confusion because the 450k that was approved to be taken out at Town meeting was taken out of our 1.5 million RRFA for Water Capital projects. It will be transferred back in, and the 450k will be taken from the 2.68 million balance.

Mr. Lemansky states that if you were to read the press release (attached as part of the packet) you would see how the money was to be distributed and it does not mention the general fund, but rather the remaining funds shall support the Water Dept. (operation, capital, expansion design) as appropriated by town meeting. Mr. Lemansky also believes that the 450k was not to come out of our account. Mr. Boria will research what was voted on at the town meeting and get the appropriation for the 450k.

Mr. Lemansky motioned that the article gets placed at town meeting as far as the 2.6 million dollars that the funds are to be deposited in the W/S account and only appropriated at town meeting.

Seconded by Mr. Jennings. Motion passes unanimously

Mr. Boria asked the commission if they would like him to go to the BOS to explain that request so that it is understood why it is being asked to be on the warrant. The commission agreed that it would be a good idea.

The remaining warrant articles will be the Water and Sewer budgets, next would be the transfer of funds from the stabilization account to fund the alkalinity control project which was put off until October, so Mr. Boria will ask that it be withdrawn. The next article would be to fund the purchase of the two properties off of Gale Rd. for development of a PWS. Peter Newton started drilling today, and we should have more info in a couple of weeks, at least be a place holder for it, should we get good information from Mr. Newton.

Water Privilege Connection Fees

A re-introduction to what was provided and discussed at the last meeting; Mr. Boria didn't receive any requests for further information and is looking for direction on how to move forward. With upcoming new connections we need to decide what they will be charged. Mr. Boria asked if they would like him to implement the previous privilege fee that was voted but never implemented. If a vote is made he will use that moving forward. **Mr. Jennings motioned that we have the superintendent exercise the privilege fees as previously voted by this commission. Seconded by Mr. Lemansky. Motion passes with Mr. Gagner voting against.**

Mr. Lemansky stated that there is room for improvement should we want to modify.

Mr. Boria stated that as of right now there is nothing and will move in this direction and implement the \$2,447.16 per EDU as calculated in sewer.

Mr. Lemansky does not want to change how we do it for sewer but for water he would like some consideration to be given to the commercial user.

Mr. Boria asked if they want to make a motion to use title 5 commercial numbers at a factor of .7. Mr. Lemansky corrected by saying .6.

Mr. Boria stated that if this is the way they are headed it would be a min. of 1 EDU. 200 gal per one EDU with a 60% factor of calculated title 5 commercial flow. Mr. Lemansky asked if we needed that in a motion.

Mr. Boria re-stated for commercial users as far as the privilege fee goes there will be a minimum of one EDU based on a 60% factor based on title 5 to calculate flows of their use. Mr. Lemansky "So moved", seconded by Mr. Jennings. Motion passes with Mr. Gagner voting against. He would rather go with a flat connection fee, which is what most other towns go with, a bit more user friendly and payment is a one shot deal. Mr. Boria recommends the privilege fee be a one-time payment, seeing that it is really difficult for the town to track all the privilege fees and keep it clean.

Mr. Lemansky feels consideration should be given to new users coming online and their EDU charge is high that we would allow them to make payments, but will be a case by case basis.

Mr. Boria would like to create a policy based on the motion that was approved tonight and present it at the next meeting.

Vacation request

Mr. Boria is requesting approval for vacation from April 19-April 24. There is a meeting scheduled from Monday, April 22nd which will be covered by Steve. **Mr. Jennings motions to approve the vacation request. Seconded by Mr. Lemansky. Motion passes unanimously**

Waterline Construction Project Updates.

- **Berry Corner Rd** – First construction meeting will be held tomorrow at the Southbridge DPW. When Ludlow will begin back on H. Foote Rd and their construction schedule will be discussed.
- **School Loop** – Albanese started today with 2 crews going, one on L Stevens Rd and one on Old Worcester Rd. Last week Mr. Lemansky and Mr. Boria attended a meeting with the DEP. Mark Baldi with the Bureau of Waste Site Clean Up contacted Robin to set up an update meeting with TOC, Kleinfelder and Exxon Mobil to talk about the construction schedule for the School Loop. They are planning on having all of the water main installed to the curb stop by the end of this construction season on L Stevens Rd, Old Worcester Rd, Morton Station and Muggett Hill Rd and H Putnam Rd. They plan on having 3-5 crews out there for this construction season.
- **Rte. 169 Pump station** – We are waiting on delivery of the pump station. Delivery estimated for the end of April. Chris McClure attended the pump station run test on March 18th and said things went well.

- **Bay Path and Overlook Pump Stations** - There is nothing new to report. They have been designed and Albanese has been awarded the contract.
- **Buffumville Public Water Supply** - Peter Newton started today with drilling with the geo probe machine – They couldn't get their accessory truck up to the top of the hill where they are doing the drilling to bring it water. Tomorrow they will have a generator to pump from our well into small tanks and transport with a gator instead of bringing the truck all the way up. If anyone is interested in seeing the process, Mr. Boria will be checking in on the site all week and we could set up a time for Thursday morning.

Mr. Lemansky asked Mr. Boria to look up the exact language for reimbursement of \$100k per year from Exxon Mobile on engineering oversight. Mr. Lemansky believe the time period is 2 ½ years and thinks we will be over that.

The agreement was signed February 15, 2017.

Mr. Lemansky asked when the year started.

Mr. Boria believes that it will last for the duration of the project.

VII. Other Business (unknown at time of posting)

VIII. Next Meeting - April 8, 2019

Mr. Lemansky made the motion to adjourn at 8:33pm. Seconded by Mr. Jennings Motion passes unanimously.

Submitted by:

Sue Guerin

Administrative Assistant

Accepted by:

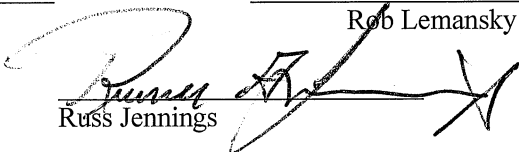


Paul Gagner

Alex MacKenzie

Jenn H. Vaughan

Rob Lemansky



Russ Jennings

4/8/19

Minutes were approved and signed on _____.